

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 8/31/2022 Weekly Agenda Date: 9/06/2022

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** Kenny Schmitz

**WORDING FOR AGENDA ITEM:**

Trosper Hoyt Structural South Wall Project-  
Set Dates, Times, Places to "Open", "Receive", & "Award" Bid-

**ACTION REQUIRED:**

- |  |   |  |
|--|---|--|
| Approve Ordinance <input type="checkbox"/> | Approve Resolution <input type="checkbox"/>   | Approve Motion <input checked="" type="checkbox"/> |
| Public Hearing <input type="checkbox"/>    | Other: Informational <input type="checkbox"/> | Attachments <input type="checkbox"/>               |

**EXECUTIVE SUMMARY:**

Pursuant to Iowa Chapter 26 Bid Law Set Dates, Times, & Places to "Open", "Receive" & "Award" Competitive Bids.  
Authorize County Auditor's Office (Chapter 26.11 delegation of authority) to open bids

**BACKGROUND:**

September 6th, 2022- Board of Supervisors conducts public hearing. Designate bid opening, receiving, and award dates, times, and places.  
August 23rd, 2022- Board approves plans, specifications, & form of contract to be utilized in the competitive bid process.  
May 24th, 2022- Board of Supervisors approves Architectural & Engineering Design Services with CMBA Architects

**FINANCIAL IMPACT:**

2023 CIP # CE16-9103-23 Trosper Hoyt Structural South Wall  
Pre-bid estimate including architectural & engineering fees \$185,000 excluding project contingency

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

**RECOMMENDATION:**

Designate September 20th, 3:00 PM (CST), Board of Supervisors Office, to "Open" bid submissions & authorize County Auditor's Office to open & record bids.  
Designate September 20th, 4:40 PM, Woodbury County Courthouse, Board of Supervisor's Meeting to "Receive" bid submissions, & "Award" contract if lowest, responsive, responsible, bid is clearly determined.

**ACTION REQUIRED / PROPOSED MOTION:**

"a"- Designate September 20th, 3:00 PM (CST), Board of Supervisors Office, to "Open" bid submissions & authorize County Auditor's Office to open & record bids.  
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